

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here: <div style="border: 1px solid black; padding: 5px; transform: rotate(-90deg); transform-origin: center;"> Received Texas Education Agency MAY 13 PM 1:35 Document Control Center </div>
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	
Submittal information:	Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: <div style="text-align: center;"> Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494 </div>	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Bovina ISD	185901	Bovina High School	
Vendor ID #	ESC Region #	US Congressional District #	DUNS #
	16	19	043443985
Mailing address		City	State ZIP Code
P.O. Box 70		Bovina	TX 79009

Primary Contact

First name	M.I.	Last name	Title
Stan	J	Miller	Technology Coordinator
Telephone #	Email address		FAX #
806.251.1336	stan.miller@region16.net		806.251.1578

Secondary Contact

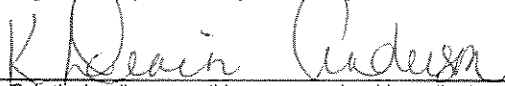
First name	M.I.	Last name	Title
Darla	J	Sealey	Curriculum Director
Telephone #	Email address		FAX #
806.251.1336, 228	darla.sealey@region16.net		806.251.1578

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Karen	D	Anderson	Superintendent
Telephone #	Email address		FAX #
806.251.1336, 222	denise.anderson@region16.net		806.251.1578
Signature (blue ink preferred)		Date signed	



Only the legally responsible party may sign this application.

701-14-107-173

Schedule #1—General Information (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration Grant Management Resources page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost (%):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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By TEA staff person:

Schedule #4—Request for Amendment (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Bovina Independent School District (BISD) plans to implement a technology-lending program for secondary students since there is not one currently in place. Students can bring their own device (B.Y.O.D) if they have one since labs are difficult to reserve. The grant opportunity would allow the district to provide the students with the 21st Century Learning Skills needed to be successful in our ever-changing society. Over half of our secondary students do not have a personal device or internet service at home. The funding from this grant would allow the secondary students access to relevant technologies, tools, resources, and services for personalized learning twenty-four hours, seven days a week (24/7). Curriculum and instructional strategies will include electronic devices and electronic instructional materials that extend beyond the classroom to the home. The Technology Lending Program would assist the district in keeping with the vision of the Texas Long-Range Plan for Technology, 2006-2020 (LRPT) and preparing students for college and careers. Teacher attendance at sustained professional development will keep them current with new instructional strategies and implement new technologies.

Participating students will use their own personal device to at home and school for educational purposes. Each student would check out and check in the devices through the Wasp barcode program the district uses to inventory items.

The inventory program will aid the district in documenting the pairing of the device to the student.

When selecting a computer for the students, a current operating system and productivity software will be included on the device. As the year progresses, the students will be able to add educational software and/or apps to their computer. The district runs Windows XP and Office 2002 and is in the process of purchasing new teacher computers, operating system, and productivity software. The students and the teachers will be running all the same systems, which should alleviate many of the current issues we have now. The goal of integrating technology at BISD is to achieve excellence and equity in student performance. Technology in the classroom will accelerate the learning especially for special populations, particularly English Language Learners (ELL) learners and At-Risk students. For all students, technology will stimulate creativity and curiosity as well as to assist in the development of problem-solving and higher order thinking skills. Finally, technology integration will establish the levels of technological literacy and competence to provide students with the skills that they will need in the future. Technology Lending Grant funds will be used to provide 43 students grades 10-11 with laptop computers to provide on-demand access at school and at home. In addition to the laptops, students will use peripherals such as cameras, projectors, scanners, and appropriate software. The district along with Region 16 Service Center will provide research-based professional development that will focus on an aligned curriculum to help teachers create 21st century learning environments. Educators can expect to access and use information on demand in order to individualize instruction. The use of digital tools and resources and 24/7 professional development opportunities will transform the educators' role in the educational process. Increased communication will enhance collaboration between school, home, and community.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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Schedule #6—Program Budget Summary						
County-district number or vendor ID: 185901				Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32						
Grant period: October 1, 2014, to August 31, 2016				Fund code: 410		
Budget Summary						
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	\$70864	\$	\$70864	
Schedule #9	Supplies and Materials (6300)	6300	\$29119	\$	\$29119	
Schedule #10	Other Operating Costs (6400)	6400	\$	\$	\$	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$	\$	\$	
Total direct costs:			\$	\$	\$	
Percentage% indirect costs (see note):			N/A	\$	\$	
Grand total of budgeted costs (add all entries in each column):			\$99984	\$	\$99984	
Administrative Cost Calculation						
Enter the total grant amount requested:					\$99984	
Percentage limit on administrative costs established for the program (15%):					× .15	
Multiply and round down to the nearest whole dollar. Enter the result.						
This is the maximum amount allowable for administrative costs, including indirect costs:						

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	\$
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: <input type="checkbox"/> Salaries/benefits <input type="checkbox"/> Other: <input type="checkbox"/> Networking (LAN) <input type="checkbox"/> Other: <input type="checkbox"/> Computer/office equipment lease <input type="checkbox"/> Other: <input type="checkbox"/> Building use <input type="checkbox"/> Other: <input type="checkbox"/> Copier/duplication services <input type="checkbox"/> Other: <input type="checkbox"/> Telephone <input type="checkbox"/> Other: <input type="checkbox"/> Administrative <input type="checkbox"/> Other:	\$
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$

Professional Services, Contracted Services, or Subgrants Less Than \$10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	\$
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000

Specify topic/purpose/service: Installation of Internet Service		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
1	Contractor's payroll costs # of positions:	\$
Contractor's subgrants, subcontracts, subcontracted services		\$
Contractor's supplies and materials		\$2580
Contractor's other operating costs		\$70864
Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$73444

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 185901		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 185901		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$73444	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:			
(Sum of lines a, b, c, and d) Grand total		\$73444	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #9—Supplies and Materials (6300)							
County-District Number or Vendor ID: 185901				Amendment number (for amendments only):			
Expense Item Description							
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:					Grant Amount Budgeted	
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies		\$	
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
6399	Technology Hardware—Not Capitalized						
	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
	1	Laptop Computers	To provide students with a technology device	43	\$585	\$25155	
	2						
	3						
	4				\$		
	5				\$		
6399	Technology software—Not capitalized					\$345	
6399	Supplies and materials associated with advisory council or committee					\$	
Subtotal supplies and materials requiring specific approval:						\$	
Remaining 6300—Supplies and materials that do not require specific approval:						\$860	
Grand total:						\$26539	

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 185901		Amendment number (for amendments only):	
Expense Item Description			Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:		\$
	<input type="checkbox"/> ESC-owned vehicle usage	<input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance	<input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)		\$
	Specify purpose:		
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.		\$
	Specify purpose:		
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations		\$
	Specify purpose:		
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees		\$
	Specify purpose:		
6429	Actual losses that could have been covered by permissible insurance		\$
6490	Indemnification compensation for loss or damage		\$
6490	Advisory council/committee travel or other expenses		\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)		\$
	Specify name and purpose of organization:		
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
Subtotal other operating costs requiring specific approval:			\$
Remaining 6400—Other operating costs that do not require specific approval:			\$
Grand total:			\$

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #11—Capital Outlay (6600/15XX)					
County-District Number or Vendor ID: 185901			Amendment number (for amendments only):		
15XX is only for use by charter schools sponsored by a nonprofit organization.					
#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
6669/15XX—Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	\$	
66XX/15XX—Technology hardware, capitalized					
2			\$	\$	
3			\$	\$	
4			\$	\$	
5			\$	\$	
6			\$	\$	
7			\$	\$	
8			\$	\$	
9			\$	\$	
10			\$	\$	
11			\$	\$	
66XX/15XX—Technology software, capitalized					
12			\$	\$	
13			\$	\$	
14			\$	\$	
15			\$	\$	
16			\$	\$	
17			\$	\$	
18			\$	\$	
66XX/15XX—Equipment, furniture, or vehicles					
19			\$	\$	
20			\$	\$	
21			\$	\$	
22			\$	\$	
23			\$	\$	
24			\$	\$	
25			\$	\$	
26			\$	\$	
27			\$	\$	
28			\$	\$	
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life					
29				\$	
Grand total:				\$	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:			123	
Category	Number	Percentage	Category	Percentage
African American	0	N/A	Attendance rate	96%
Hispanic	116	N/A	Annual dropout rate (Gr 9-12)	0%
White	5	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	0	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	96	78%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	6	4.9%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	0	0%	Average ACT score (number value, not a percentage)	N/A

Comments

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public												28	29		57
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:															

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Schedule #13—Needs Assessment

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In order to monitor the progress of our goals and objectives, the campus formed a committee constructed of parents, teachers, administrators, and community members. The team reviews data from such sources as: Texas Performance Reporting System (TPRS), Average Yearly Progress, Performance Based Monitoring Analysis System, disaggregated TAKS/STAAR data, disaggregated Dropout and School Leaver data, district student and teacher retention data, student attendance data, and campus and district Improvement plans, ACT Data/College Readiness, failure rate, special programs, and staff certification.

Our studies led us to discoveries regarding our strengths and our areas of concern, and both of these became the major focus of the 2013-2014 Campus Improvement Plan. Our areas of strength and concern are expressed in the following:

Staff, students and parents feel school is a safe and secure place to learn; teachers, students and community feel welcomed in administrative offices; our campus has a caring, committed teaching staff that uses effective instructional practices and collaborates not only within departments but also with all staff members.

Our areas of concern are helping students develop personal responsibility skills toward projects and assignments; developing an appreciation for post secondary education – to include students and the community; increasing graduation rate especially in Hispanic population; closing the achievement gap in English Language Arts; developing stronger community and parent partnerships; increasing learning opportunities for LEP students to perform successfully on all state-mandated assessments; increase attendance rate of all students; continuing support of teachers through specialized training in TEKS and STAAR curriculum alignment, technology as well as other research-based sessions ensuring that the staff meets the needs of students and progress continues toward 100% mastery of all state standards for all students; increasing opportunities that are more intensive for identified at-risk students via Extended Day opportunities, 24/7 access to instructional materials, tutorials, and one-on-one instructions, and continuing the upgrading and integration of technology for teachers and students.

The staff then prioritized the needs as being upgraded technologies. The staff and student computers are over 10 years old, and run Windows XP, and productivity software, Office 2002. The next priority is to increase bandwidth in order to better use the dated technology tools the district currently has. The last priority is to provide high quality, sustained professional development opportunities to give the teachers the strategies needed to support student growth.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Up-to-date computers	The grant would provide the district the ability to purchase laptop computers for secondary students in order for them to have 24/7 access to instructional materials.
2.	24/7 Access to instructional materials	The grant would provide the district the ability to acquire internet service for forty-one students to obtain access to instructional materials 24/7.
3.		
4.		
5.		

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Schedule #14—Management Plan

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	High School Principal	Bachelors of Arts in History (seven years teaching experience), Masters in School Administration (Principal for three years).
2.	High School Counselor	Master's Degree in School Counseling, Licensed Social Worker, School Social Worker for ten years. Spanish teacher 1 year.
3.	Director of Curriculum and Instruction	Bachelor's Degree in Education (seven years teaching experience), Master's Degree in Education with an Emphasis in Administration, twenty years as elementary principal, and one year as Director of Curriculum and Instruction.
4.	Technology Director	At Certification Management, Network and computer repair (14 years).
5.		

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Professional Development	1. Sustained professional development for integrating technology in the classroom.	06/01/2014	06/01/2016
		2.	XX/XX/XXXX	XX/XX/XXXX
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
2.	Technology	1. Procure laptops	10/15/2014	10/15/2014
		2. Installation of Internet service in the home of project students.	10/15/2014	10/30/2014
		3. Check out of laptops to students	10/23/2014	10/24/2014
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
3.	Formative Assessments and benchmarks	1. Students will be assessed and surveyed on their progress of the implementation of the technology devices	12/10/2014	12/12/2014
		2. Students will be assessed and surveyed on their progress of the implementation of the technology devices	03/19/2015	03/21/2014
		3. Students will be assessed and surveyed on their progress of the implementation of the technology devices	05/14/2015	05/15/2015
		4. Students will be assessed and surveyed on their progress of the implementation of the technology devices	11/12/2015	11/13/2015
		5. Students will be assessed and surveyed on their progress of the implementation of the technology devices	04/21/2016	04/22/2016

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In order to monitor the progress of our goals and objectives, the district created a campus improvement team that is constructed of parents, teachers, and community members. Groups of teachers work on various components of our school needs and report these findings to the Campus Improvement Team. We take this evaluation of needs and create an improvement plan, which will be implement the following year. The team record keeper communicates any adjustments to the plan by meetings, phone calls, letters, and postings on the district's website.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Currently we do not have an effective laptop plan in place. We have utilized funds to maintain dated computer equipment and update the necessary software to give students the use of basic computer functions. In order to ensure that we maximize the effectiveness of the grant funds, we will work with each department as well as campus improvement team to periodically assess the program and make the proper modifications if needed. Questionnaires for students, parents, and teachers, as well as periodic performance checks will ensure commitment to the success of the project.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Local and State Student Assessments	1.	State Assessment Results
		2.	Benchmark assessments
		3.	Six weeks and projects grades
2.		1.	
		2.	
		3.	
3.		1.	
		2.	
		3.	
4.		1.	
		2.	
		3.	
5.		1.	
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Formal and informal assessments will gauge the effectiveness of the project. Surveys, questionnaires, and a series of benchmarks will allow the district to make adjustments as needed. The campus improvement team will meet periodically to evaluate the data to make proper modifications to the program. During these meetings, team members will use campus procedures to review data and adjust the program as data becomes available. The team will rely on resources such as spreadsheets and DMAC (Data Management software for Assessment and Curriculum in Texas schools) information during this process. Teachers receive student attendance reports from the secretary who uses TxEIS, a student management system.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will utilize the funds to purchase laptops for 43 students on the secondary campus. There are policies and procedures in place to ensure that issues with the machines as well as the user get immediate attention. Changes to the curriculum include incorporation of technology in all subject areas. For example, the word processing program from the laptops will help our students construct research papers without having to leave the classroom and attend a computer lab, which other students occupy. Our math teachers plan to incorporate flipped classrooms into their curriculum by having students learn the material at home and work on the lessons in the classroom. Students will utilize their laptops at home to access websites such as Khan Academy and Study Island to become proficient in the assignments provided by the teachers. By becoming familiar with the concepts at home, students will then be able to receive assistance needed in the classroom during the school day. Students will attend virtual field trips in our social studies classrooms as part of a larger assignment meant to help them understand the significance of places and events in history. Students will also be able to utilize the power point program from their device to create presentations to give during the class period. In our science classes, students will be utilizing their machines to attend virtual labs as well as participate in collaboration opportunities with other schools across the globe. In areas such as art and shop, laptops will allow our students the opportunity to research various projects at home and in the classroom. The laptops will also be an asset to our quest to integrate more CTE courses into the curriculum. The devices will allow the students to pursue some CTE courses online, thus providing them many opportunities to graduates with various endorsements.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 185901

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Bovina ISD is not purchasing lending equipment through other funding sources.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The mission of the secondary school is, "The faculty and staff will do whatever it takes to engage BHS students in rigorous and relevant learning opportunities in order to prepare them for future success." The district wants to provide a high quality education for all its students. Bovina ISD is a small rural district in a community with a small tax base. The district is not financially able to provide many courses other schools can provide. This funding opportunity would allow all students to make personal choices on their education path. Bovina ISD currently subscribes to Edmentum, whose software includes Study Island and Plato. Bovina ISD students use Plato for credit recovery and Study Island for courseware for students. Study Island also has a CTE component where students have the opportunity to choose from 32 courses they also offer a selection of electives parallel to the career clusters identified by the National Association of State Directors of Career Technical Education Consortium (NASDCTEc). Of these, their offerings consist of 14 of the 16 clusters, giving the students a wide range of CTE courseware options. With this funding opportunity, all the students would have access to more relevant, personal course options instead of only core classes that the district offers. This funding opportunity aligns perfectly with what the district has in place and where they want to head.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology-lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Bovina ISD has a total district enrollment of 480 students Pre-Kindergarten through grade twelve. Bovina High School and Middle school has an enrollment of 220 students combined. Grades 2-12 are located in the same building. Grades Pk-1 are on a separate campus three blocks from the main campus. The district targeted the high school campus for the technology-lending program in order to better prepare the students for college or the workforce. This grant will provide forty-three secondary students with a technology lending device and residential internet service. Of the 117 high school students, 37% of the students had the greatest need for this educational opportunity. Student priority selections were determined on socioeconomic status, At-Risk indicators, participation in special programs, limited English proficiency, current internet service at home, and ownership of a home computer or other technology device. A team ranked students according to greatest need. After getting quotes for the internet service and laptop computers and completing the final budget for the program, we will be able to serve 43 students with this grant.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The lending program will definitely align with our current curriculum and classroom management policies and practices. Our current curriculum driven by the Texas Essential Knowledge and Skills (TEKS) requires that all students master objectives that will prepare them to become successful members of society with opportunities to grow in both secondary education and various industries alike. The lending program will allow all our students to become twenty-first century learners by utilizing the provided laptops to access information online and engage in online learning opportunities provided by the school as well as other outside entities. The lending program will also align with our classroom management policies. Classroom management issues often occur due to poor lesson delivery as well as low student engagement. Utilizing the laptops to create exciting and effective lessons and instruction will increase student engagement, therefore, decreasing issues with classroom management.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Presently the use of electronic instructional materials is limited to what is currently available. The students do not have laptops to use, but do frequent our computer labs to complete various projects for their classes. The machines in our labs are dated and have only the basic software needed to complete simple computing assignments such as word processing and internet research. Our teachers currently use their interactive white boards to provide instruction, and students often participate in lessons by interacting via the many features from this device. For example, students in social studies use the boards to interact with programs that help document locations of importance in relations to significant historical events. In the English Language Arts classrooms, students use the interactive white boards to edit the work of other students as well as move and sort objects-like parts of speech, punctuation, story components and other Language Arts topics, along with animations and sounds. Students in math use the boards to graph work through problems on the board as well as the three dimensional shapes and figures. The students in science use the boards to grasp critical concepts by taking part in animated dissections and piece together essential elements from the periodic table onto various charts and graphs displayed on the board.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Bovina ISD contracts with Region 16 Education Service Center (ESC 16) for professional development services. The district will have service center curriculum and technology specialists train the staff in the use of electronic instructional materials. Teachers will have completed the trainings by December 19, 2014. The specialist will continue to work with the staff throughout the year to assist them with any problems that may occur and to make sure the district stays on track with the goals and objectives of the lending program. Teachers were trained on using interactive white boards, but many do not utilize this technology because of the dated computers. The district is purchasing new computers for the teachers so they can receive more training on the interactive white boards during fall in-service.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Updates to the Infrastructure is in the process to ensure network backbone is 10/100/1000, with all switches upgraded to deliver 1gb of connectivity to the end user. Upgrades to the wireless infrastructure include a new wireless LAN controller and wireless access points to ensure uninterrupted access throughout all campuses. Region 16 provides all access internet filtering using NetSpective. All students in grades 6th through 12th have storage space on a district owned server to store any school projects should their check out device fail. Starting with the 2014-2015 school year Bovina ISD will receive 20 mbps internet bandwidth, which is an upgrade from the 2013-2014 school year in which the district had 10 mbps. Upgrading bandwidth and access points ensures better access to the internet for all students and staff.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The school will hold several parent meetings to discuss the grant program with all the participating student's parents in order to accommodate the parents. The principal will give permission and survey forms to the parents inquiring about their current residential internet service. With parent permission, those students who do not currently have internet service in their home will have an opportunity to participate in this program. The district foresees some resistance with some families. The school will hold parent conferences to explain the benefits their child will receive by having the service in their home. However, if some families refuse the service the school will make other arrangements to accommodate the student's needs.

Bovina ISD will contract with West Texas Services (WT Services), a local internet service provider, to do the installation and technical assistance to the homes that will receive internet services. Upon receipt of the internet service invoice, the district will pay these services from the grant fund.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will use Impero Education network, desktop, and classroom management software for remote monitoring, diagnosis, and repair of the devices purchased through the lending program. If the computer technician is unable to repair the device through the Impero remote access program the device the student will return the device to the media and resource center where the technician will diagnose and repair the problem. The student will receive a loaner device until the technician resolves the problem. Issues with the lending devices will have priority for technical services. WT Services, the ISP provider, will provide technical assistance for repairing internet issues in the student's homes.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The campus principal, along with the campus improvement team, will oversee the campus level administration of the grant. They will meet to discuss and evaluate the success of the program. The grant administrator will be responsible for all the paperwork, reports, submissions, etc associated with the grant. Stan Miller, technology director, will be in charge of the check out, check in process of the technology devices. He will use the NetSpective barcode labeling software to keep track of the devices. The technology director will issue a computer to students and they will pick it up in the resource and media center. They will return it to the resource center. Mr. Miller will see to the proper storage of the devices. If a student withdraws from school, he/she must return the device to the campus principal who will then give it to the technology director for checking in and storage purposes. Mr. Miller has the duty of maintaining the technology lending equipment in proper working order. Teachers may submit a Technology Work Order describing the problem. Mr. Miller will keep these requests and make a log of how many requests he gets per computer and the problems that arise.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 185901

Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will check out and check in the lending technology using the Wasp barcode inventory system. Parents and students will sign for the technology including the Technology Lending Handbook and Acceptable Use Policy that is in accordance with Policy CQ Local. The insurance coverage the district has will also insure the lending equipment according to the insurance agent.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Bovina ISD Director of Curriculum and Instruction developed a Mobile Technology Lending and Acceptable Use Policy Terms and Conditions Handbook. The handbooks contain acceptable use policy, monitoring of the devices, care of the devices reporting lost or stolen device, damaged devices (accidental and non-accidental), check in and out procedure, withdrawing from school, parent and student technology lending agreement signature form, user responsibilities and consequences and Texas Penal Code § 33.02 Breach of Computer Security. Students will take an assessment on TEKS Chapter 126.32(5) Digital Citizenship and must have a passing score prior to checking out a device or receiving internet services in their residence. Parents will attend a meeting to discuss the lending program and digital citizenship. Parents and students must sign they agree and will abide by the terms and conditions of this program.

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